

MEMORANDUM OF UNDERSTANDING

September 5, 2006

This memorandum summarizes an agreement for assistance in the development of the Gallatin County Regional Park Master Plan between Montana State University and the Gallatin County Board of Parks Commission.

Project host:

Gallatin County Board of Park Commission

Jack Clarkson
Debbie Deagen
Patrick Finnegan
Donna Gottsch
Robert Logar
Carol Collins
Rick Fink

Project name & location:

**GALLATIN COUNTY
REGIONAL PARK MASTER PLAN**
Gallatin County Regional Park
Tract 3A of Certificate Survey No. 2202A,
Section 3, Township 2 South, Range 5 East
Gallatin County, Montana

Project contacts:

Michael Harris- Conservation, Recreation
and Legislative Coordinator

582-3278 cell 581-7357

Christina Thompson- Commission Assistant-

582-3000 cell 579-0311

Gallatin County Courthouse

311 West Main Street

Bozeman, MT 59715

Commission members:

Description of services:

Montana State University (MSU), Assistant Professor William Pond, Department of Plant Sciences and Plant Pathology (hereby referred to as Project Facilitator), and MSU students shall provide community support to the Commission to update and finalize the existing Gallatin County Regional Park Master Site Plan, dated April 2005. The Project Facilitator and MSU students will coordinate and participate in community design workshop sessions to aid in the development of an updated plan. The Project Facilitator and MSU students will provide assistance to the commission to help create a final park master plan proposal to be presented to the Commission at a public hearing for final adoption. (see ATTACHMENT A- Project Outline Master Plan Adoption Process).

Infrastructure Designing and Pricing:

It is anticipated that the master plan finalization and adoption process will provide the framework for the County contracted Project Engineer to design, price and document infrastructure elements within the Park. Existing site construction and characteristics, County service and maintenance, and developer construction phasing requirements will be identified by County staff, the Commission, the Project Facilitator and the contracted Project Engineer. The final master plan program, phasing plan and construction documents shall be drafted and finalized by the contracted Project Engineer.

MSU Parks Montana -2006:

At the commencement of work, the Project Facilitator shall make personal contacts with other MSU colleges as presented within the ATTACHMENT B- Parks Montana- MSU 2006. The intent of these meetings is to gain as many different project participants as possible from the academic "pool" of MSU-Bozeman. It is the goal of this project to create a diversified group of constituents, professors and specialists working together as a team. However, it is understood by the parties that the work described is work undertaken by Project Facilitator and MSU students primarily as student academic projects supervised by MSU faculty.

Project Areas:

The Park Commission shall separate plans, park features, and proposals into specific project areas. These areas shall be identified by the Park Commission and will be based upon FORParks and County citizen input presented at public meetings. Areas shall be prioritized through public, consensus building exercises. The Project Facilitator and MSU students shall help summarize group consensus results and provide assistance with transferring agreed upon concepts into a final master plan.

Project Phasing:

The Final Master Plan will include the creation of a map that represents collectively, all such identified project areas. After preliminary approval of the Final Master Plan, the Park Commission shall identify Phase I project areas, to be developed in more depth with more detail and specification, during the initial Design Synthesis phase of work. The Project Facilitator and MSU students shall offer community service to assist in the planning, design, and pricing for such projects identified as Phase I.

Project Documents:

Ultimately County staff and the County contracted Project Engineer, with assistance from the Project Facilitator and MSU students, shall craft two documents to communicate a comprehensive master plan. A written design program document and the revised final drawing shall be produced. The main purpose of this proposal is to facilitate the Park Commission's final adoption of these two documents together.

Terms and Conditions:

It is understood that community assistance provided by MSU-Bozeman students shall be performed under one or in combination of specific academic studies including:

- A) PSPP 470 INDIVIDUAL PROBLEMS – Students register and fulfill requirements to receive 2-4 credits performing directed research and study on an individual basis.
- B) PSPP 476 INTERNSHIP – Students register and fulfill requirements to receive 2-4 credits fulfilling an individual assignment arranged with an agency, business, or their organization to provide guided experience in the field.
- C) DESIGN STUDIO PROJECTS OR CLASS ASSIGNMENTS- Participating professors may choose to assign student work to study, research or provide design proposals that relate well to particular academic fields of study that are pertinent to related course material. Projects may be assigned to students in the following landscape design courses:
 - PSPP 335 – Site Development
 - PSPP- 336-Landscape Construction
 - PSPP-432- Advanced Landscape Design

It is understood that the Park Commission and County staff shall provide all necessary base plan information required for project completion. The County shall make available copies of necessary base maps and aerial photos to the Project Facilitator and MSU students.

The Park Commission and County staff shall be responsible for providing and coordinating necessary design services by others for all required surveying and utility work such as property legal description surveying and mapping, site topographical and as-built surveying and mapping, construction easement identification, wetland delineation mapping, irrigation design, storm drainage engineering, site grading, electrical, gas, sewer, fiber optics and security systems.

The Park Commission and County staff shall be responsible for providing a meeting space, coordinating and scheduling community design “charette” workshops. Public noticing, scheduling with the local media, providing food, drink, tables, adequate lighting, audio and video equipment shall also be the responsibility of the Park Commission.

The Park Commission and County staff will allow the Project Facilitator and MSU students access to the site seven days a week during day light hours, including weekends and holidays. Permission for access will be granted on a special basis by the County Conservation, Recreation and Legislative Coordinator.

Construction detail drawings required for landscape implementation not initially identified by the Park Commission, to be included within Phase I improvement areas, shall be negotiated and presented within a separate agreement.

Date of commencement and substantial completion:

Work will commence upon signing by both parties of this document.

Basis of Compensation:

The Park Commission agrees to allocate funds or make reimbursements to the Project Facilitator and MSU student participants for expenses from:

- Printing and publishing costs
- Community Charette expenditures
- Topographical surveying and aerial photography
- Irrigation, civil engineering and consultation services

The Park Commission agrees to present to the Gallatin County Commissioners for approval of a special MSU-Internship program as described above under Terms and Conditions B. PSPP 476 INTERNSHIP. The internship shall be made available during the summer months of 2007.

_____ date _____
William S. Pond
Project Facilitator
Assistant Professor of Landscape Design MSU-Bozeman

_____ date _____
Debbie Deagen
Chair, Gallatin County Board of Park Commission